

WELCOME

TO
CAMAYA
COAST®



TALK POINTS

- HOA MEMBERSHIP ACTIVATION
- PRIVILEGE ACTIVATION
- ASSOCIATION DUES
- PROPERTY TURN-OVER
- HOUSE CONSTRUCTION
- MOVE-IN PROCESS
- WATER & ELECTRICITY CONNECTION
- BOOKING PROCESS



WHAT IS HOMEOWNERS ASSOCIATION?

- ❑ A nonstock, nonprofit organization organized by the property owners in a subdivision, village, or planned community that makes and enforces rules within its jurisdiction.
- ❑ A homeowner's association (HOA) is an organization in a subdivision, planned community, or condominium building that makes and enforces rules for the properties and residents.



HOA MEMBERSHIP ACTIVATION

- ❑ Camaya HOA membership is mandatory and can be activated by paying the following:
 - a. HOA Membership Fee P5,000 (one-time fee)
- ❑ Homeowner can share his/her perks and privileges with his/her first degree dependents:
 - a. If Homeowner is Married, dependents are legal Spouse and Children
 - b. If Homeowner is Single, dependents are Parents
- ❑ Homeowner and declared dependents will enjoy the Daily Free Access to the resort.



HOA MEMBERSHIP ACTIVATION

HAPPY HOMEOWNERS PROGRAM MEMBERSHIP FORM

Client Number : _____

Mr. Ms. Mrs.

First Name		
Middle Name		
Last Name		
Email Address		
Contact Number		
Name of Subdivision		
Lot No.:	Block No.:	

HOA Member Designee
Note: *If single, parents are the qualified designees. *If married, spouse and children are qualified

Designee 1:	Relationship:	
Designee 2:	Relationship:	Birth Date:
Designee 3:	Relationship:	Birth Date:
Designee 4:	Relationship:	Birth Date:

Activation Fee Amount : _____
Privilege Fee Amount : _____
FMF Amount : _____
Association Dues Amount : _____
Date of Activation of HOA Membership : _____

Golf Membership Application:
*OPTIONAL
1. How long have you been playing golf?

2. What is your reason in joining Camaya Golf Membership?

Golf Membership Fee Amount : _____
Golf Monthly Dues Amount : _____
Date of Membership : _____

Name of Sales Agent/SM/SD

Client Signature Over Printed Name

❑ Upon activation, Homeowner can settle their payment to below bank details

Bank: Metrobank
Acct Name: Earth & Shore Leisure Comm. Corp.
Acct. #: 442-7-442-00813-9
Swift Code: MBTCPHMM
Address: Rockwell Center Branch, Phinma Plaza,
Rockwell Center Makati City

❑ Homeowner must send the proof of payment and accomplish HOA Membership Form to hoa@camayacoast.com

❑ Homeowner will receive Payment Confirmation Letter and will received OR once the payment is verified.

PRIVILEGE ACTIVATION

- ❑ A voluntary one time Privilege Activation (20k) for commercial access for owner's guest and other relatives.
- ❑ With a Facility Maintenance Fee (FMF) which is a monthly assessment being charged to homeowners for the basic maintenance cost of the resort while using the availed vouchers of the resort perks & privileges. To maintain the cleanliness & safety of the resort amenities & facilities.
- ❑ FMF Standard Rate is Php750 per month. A yearly payment for Php9000.
- ❑ In connection with this, the FMF must be paid to replenish the vouchers yearly.



PRIVILEGE ACTIVATION

BENEFITS		No. of vouchers
HOTEL ROOMS		
A	Sands & Aqua Fun hotel room PEAK SEASON (Book 1 room, get 1 free or Book 1 night, get 1 night free)	2
B	Sands & Aqua Fun hotel room LEAN SEASON (Book 1 room, get 1 free or Book 1 night, get 1 night free)	2
C	Complimentary bathrobe	2
D	Fruit Basket	2
AF WATERPARK		
E	Access to AF water park PEAK SEASON (Complimentary access)	15
F	Access to AF water park LEAN SEASON (Complimentary access)	20
DTT BY LAND		
G	DTT by land PEAK SEASON	15
H	DTT by land LEAN SEASON	20
I	Use of lockers	15
J	DTT by land LEAN SEASON (Complimentary use of lockers on weekends and weekdays)	20
FOOD OUTLETS		
K	20% off with minimum food purchase of Php2,000.00	5
L	30% off with minimum food purchase of Php4,000.00	10
M	Complimentary slice of cake for HOA birthday celebrant	1
OTHER FACILITIES		
N	50% discount of function room rentals and 10% discount on food	
	a. Function Room	2
	b. Banquet Hall	2

- Above vouchers are included in Privilege Activation.
- All vouchers are transferrable. No physical vouchers will be released but can be used thru your booking request.
- Voucher usage must be booked first prior availment date

*Benefits are the current inclusions and subject to change without prior notice

WHAT IS ASSOCIATION DUES?

- ❑ Association Dues is a monthly payment for those lot ready for turn over on subdivisions that are already registered in HLURB / DHSUD.
- ❑ A certain amount of 10/sqm/mo is being collected to all owners.
- ❑ This is for the upkeeping of the subdivision like grass cutting , streetlights, garbage disposal, security and the like.



PROPERTY TURNOVER



CRM Staff will notify the owner for actual site inspection for acceptance of property thru registered mail, call and email

- Owners are given 15 days to check and accept the property
- If Owners fail to undergo the turnover procedure, it will be considered as deemed accepted property
- Notarized SPA is required for the authorized representative



CRM Staff will conduct orientation related to house rules and regulations



Owner to sign the acceptance form and house rules and regulations

HOUSE CONSTRUCTION

1. QUALIFICATIONS



Property must be ready for turnover



At least 30% payment of the total contract price



The owner must be a HOA Member and in good standing

HOUSE CONSTRUCTION

2. PRE-CONSTRUCTION PHASE



Actual property site visit



Technical coordination meeting with property owner, Site Engineer & HOA Technical Assist. Deed of Restrictions, House Rules, Construction Guidelines and other related policies or rules and regulations must be fully acknowledged by the buyer



Present house construction plan with the following attachments

- Signed by the Owner
- Signed and sealed by the respective designers
- Site Plan
- Scaled Elevations
- Sections
- Perspective Images of the desired finishes

HOUSE CONSTRUCTION

2. PRE-CONSTRUCTION PHASE



Processing and evaluation of plans normally take seven (7) working days. However, a large or more complex fit-out may require a longer period, in which case the Owner will be advised of the timetable for the reviewing, vetting and return of plans.



The Developer, through the CRM Staff will notify the Property Owner when the plans have been reviewed.



A refundable construction bond amounting to One Hundred Thousand Pesos (P100, 000.00) and Non-refundable amounting to Five Thousand Pesos (p5,000.00) for utilities installation and plans review and approval.

HOUSE CONSTRUCTION

3. POST FIT-OUT PHASE



The Owner shall inform the HOA Office in writing of the completion of the construction/ renovation works of his house



An inspection shall be conducted by the Property Administrator and the Owner or his representative



The Construction Bond shall only be released upon completion and/or submission of the following:

- Completion of work according to approved plans
- Inspection of the house by the Property Administrator
- Submission of three (3) sets of As-Built Plans
- Submission of Building, Electrical, Plumbing Permits
- Unit owner must be in good standing

HOUSE CONSTRUCTION

4. REQUIREMENTS IN RELEASING THE BOND

KENCANA/ PELANGI
HOMEOWNERS ASSOCIATION
Managed by: Earth & Stone Leisure Communities Corp.

REFUND OF CONSTRUCTION BOND

Lot Owner	Erlinda Clemente
Block/Lot No.	K... 7 Lot 39
DATE STARTED	February 2018
DATE FINISHED	January 2019
Amount Paid	100,000.00
LESS DEDUCTIONS	
Utility Connection Fee	1,500.00
Plan Processing Fee	3,000.00
Power and Water bill (Nov. 18' - Feb. 19')	5,507.38
AMOUNT REFUNDABLE	89,992.62

Prepared by: *[Signature]*
Site Engineer

Noted by: *[Signature]*
VP Operations

SAMPLE

Application & processing of refund shall be made at Camaya Coast Head Office/ Camaya Coast Site



Processing of refund is at least 1 month from the date the application received

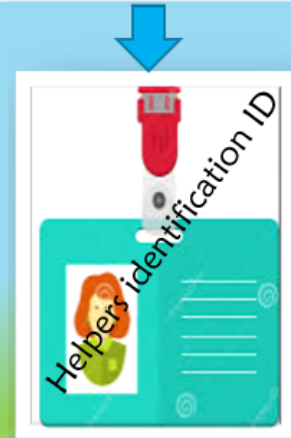


Upon claiming, property owner is required to present any valid I'D's. If authorized representative, required notarized SPA with valid ID's of the authorized representative and photocopy of valid ID's of the owner with specimen signature

MOVE-IN PROCESS



The Owner must settle all his obligations with Earth & Shore Leisure Communities Corp. and/or the Association before applying for a request to Move-in.

A screenshot of a membership form titled "HAPPY HOMEOWNERS PROGRAM MEMBERSHIP FORM". The form includes fields for Client Number, Club Name, Member Name, Last Name, Email Address, Contact Number, Name of Address, Lot No., and Home No. It also has sections for "HSA Member Categories" with checkboxes for categories 1 through 4, and "Golf Membership Applications" with questions about golfing frequency and reasons for joining. At the bottom, there are fields for "Name of Sales Agent/DM/ID" and "Client Signature (Only Printed Name)".

WATER & ELECTRIC CONNECTION

- ❑ Water and electric connection shall be done during house construction
- ❑ Meter base for electric and water is provided by the property owner
- ❑ For water, an assessment of **Php15.00** per cubic meter will be charged to property owner
- ❑ For electric, Power rate of **Php14.00** pesos per khwr depending on the present rate of Penelco from us



WATER & ELECTRIC CONNECTION

- ❑ CRM will generate monthly statement of account of property owners indicating the total monthly billing thru Engr. Danilo San Pedro.
- ❑ Payment shall be made thru accredited bank account and or authorized cashier from the developer
- ❑ Deposit slip must be forwarded to CRM thru email for validation and official receipt




WATER & ELECTRIC CONNECTION

- ❑ Disconnection notice will be sent-out to the delinquent property owners. Due date every 15th of the month. Bill period is every end of the month
- ❑ Disconnection will be implemented to those delinquent owners. Reconnection fee shall be applied




HOW WE CAN ASSIST YOU

DAY TOUR SITE VISIT & BOOKING OF HOTEL ROOM



Homeowner will notify CRM Team of their visit (thru email, call and/or text)



CRM will get the following details for booking and endorse it to BPO Team to facilitate the booking

- Date of Visit
- List of names and companions
- Car plate No.
- Contact Details
- Estimated Time of Arrival (ETA)

- ❑ BPO will book the Homeowner based on the details provided.

HOW WE CAN ASSIST YOU

WALK-IN HOMEOWNER

Security at the main gate will call CRM Team to confirm if a guest is a Homeowner prior allowing them to enter.



- ❑ CRM Team to check and allow the owners to enter , concierge to book to generate QR Codes



CONTACT US

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